



DEPARTMENT OF THE NAVY
OFFICE OF THE SECRETARY
1000 NAVY PENTAGON
WASHINGTON, D.C. 20350-1000

MAR 04 2003

From: Secretary of the Navy
To: RADM Michael F. Lohr, JAGC, USN, [REDACTED]/2500
Subj: PRECEPT CONVENING FY-04 PROMOTION SELECTION BOARD TO
CONSIDER OFFICERS IN THE JUDGE ADVOCATE GENERAL'S CORPS
ON THE ACTIVE-DUTY LIST OF THE NAVY FOR PROMOTION TO THE
PERMANENT GRADE OF COMMANDER AND FY-04 CONTINUATION
SELECTION BOARD TO CONSIDER JUDGE ADVOCATE GENERAL'S
CORPS LIEUTENANT COMMANDERS FOR CONTINUATION ON ACTIVE
DUTY
Encl: (1) Boards' Membership
(2) FY-04 Active Duty Officer Promotion Selection Board
Guidance
(3) FY-04 Officer Continuation Selection Board Guidance

1. Membership, Date, Location, and Function

a. The promotion and continuation selection boards, consisting of you as president and the officers listed in enclosure (1), are ordered to convene at the Navy Personnel Command, Millington, TN, at 0800, 10 March 2003, or as soon as practicable thereafter.

b. The function of the promotion selection board is to consider Active-Duty List officers in the Judge Advocate General's Corps for promotion to the permanent grade of commander. The records and names of all eligible officers, determined as of the date the board convenes, will be furnished to the board. The names of those officers who are above, in, and below the promotion zone will be indicated, as appropriate.

c. The function of the continuation selection board is to consider, and shall normally recommend for continuation, the officers listed below. The records and names of all eligible officers, determined as of the date the board convenes, will be furnished to the board.

(1) Consider lieutenant commanders that are within six years of retirement eligibility for continuation until retirement eligible under section 6323 of title 10, U.S. Code.

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(2) Consider lieutenant commanders that are not within
six years of retirement eligibility for continuation in three
year increments until retirement eligible under section 6323 of
title 10, U.S. Code.

d. The board shall proceed in accordance with the FY-04
Active Duty Officer Promotion Selection Board Guidance,
enclosure (2), the FY-04 Officer Continuation Board Guidance,
enclosure (3) and any other guidance contained in this letter.

2. Promotion Board Authorized Selections. The total number of
officers who may be recommended shall be the number that most
closely approximates the percentage set forth below of in-zone
eligible officers determined as of the date the board convenes.
The Chief of Naval Personnel shall determine the number of in-
zone eligible officers on the convening date, calculate the
number that may be recommended for promotion under the
percentages set forth in the FY-04 Active Duty Officer Grade
Promotion Plan, and furnish the number to the board. The board
may recommend up to the number provided by the Chief of Naval
Personnel.

COMPETITIVE
CATEGORY

PERCENT
TO SELECT

Judge Advocate General's Corps

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3. Continuation Board Selection Standard. The board shall
consider carefully, without prejudice or partiality, the record
of every eligible officer. The officers selected will be those
whom a majority of the members of the board consider fully
qualified for continuation on active duty, giving due
consideration to the needs of the Navy for officers with
particular skills. Officers selected for continuation must be
capable of performing the duties of their current grade and
their continuation must be in the best interest of the Navy.

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4. Unless expressly authorized or required by the President, Secretary of Defense, or myself, neither you nor any member of the board or administrative staff may disclose the proceedings, deliberations, or recommendations of the promotion selection or continuation selection boards. All board members and administrative staff must comply fully with these requirements, and I expect you to emphasize the need for strict confidentiality.



Hansford T. Johnson
Secretary of the Navy
Acting